

# PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005

Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## **PHA Plan Agency Identification**

**PHA Name:** Greater Gadsden

**PHA Number:** AL049

**PHA Fiscal Year Beginning:** July 1, 2000

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)**

- ☒ Main administrative office of the PHA – 422 Chestnut Street
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA – 422 Chestnut Street
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA - 422 Chestnut Street
- ☐ PHA development management offices
- ☐ Other (list below)



**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**

[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: The basic mission of this HA is to serve the needs of low-income persons in the PHA jurisdiction.

This can be done by taking steps to:

1. Promote adequate and affordable housing
2. Promote economic opportunity
3. Promote a suitable living environment free from discrimination.

Our mission is to provide drug free, decent, safe and sanitary housing for eligible families and to provide opportunities and promote self-sufficiency and economic independence for residents.

In order to achieve this mission, we will:

- ⊗ Recognize residents as our ultimate customer;
- ⊗ Improve Public Housing Authority (HA) management and service delivery efforts through effective and efficient management of HA staff;
- ⊗ Seek problem-solving partnerships with residents, community, and government leadership;
- ⊗ Apply HA resources, to the effective and efficient management and operation of public housing programs, taking into account changes in Federal funding.

## **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

### **HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers: If offered by the Department.
  - ☐ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☒ Other (list below) :  
Maintain existing stock of public housing in decent, safe and sanitary condition and maintain an average score of no less than 80 on the PHAS score for the Fiscal Years ending June 30, 2001 through June 30, 2005. .  
Utilize Section 8 funding and maintain an average score of no less than 80 on the SEMAP for the Fiscal Year ending June 30, 2001 through June 30, 2005.
- ☒ PHA Goal: Improve the quality of assisted housing  
Objectives:
- ☒ Improve public housing management: Increase 6/30/2000 PHAS Score by 2 Points by June 30, 2005
  - ☒ Improve voucher management: Increase 6/30/2000 SEMAP Score by 2 Points by 6/30/2005
  - ☒ Increase customer satisfaction: This PHA recognizes the resident as our ultimate customer and will strive to provide the best possible service to all residents.
  - ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- ☒ Renovate or modernize public housing units: The HA has an on-going modernization program as outlined in the HUD approved 5 year Action Plan.
  - ☒ Demolish or dispose of obsolete public housing: The HA has submitted a Demolition application for 40 units in Myrtlewood Homes.
  - ☐ Provide replacement public housing:
  - ☐ Provide replacement vouchers:
  - ☐ Other: (list below)
- ☒ PHA Goal: Increase assisted housing choices
- Objectives:
- ☒ Provide voucher mobility counseling: As described in Section XIII 3 C, of the Section 8 Administrative Plan.
  - ☒ Conduct outreach efforts to potential voucher landlords: Increase the number of landlords that participate in the voucher program by five (5) from 7/1/2000 to 6/30/2005.
  - ☐ Increase voucher payment standards
  - ☐ Implement voucher homeownership program:
  - ☐ Implement public housing or other homeownership programs:
  - ☐ Implement public housing site-based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: The goal of the HA's is to meet the objectives outlined in Section 26 of the ACOP and Section 34 of the Section 8 Administrative Plan for accomplishing deconcentration.
  - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: To insure access for lower income families into higher income public housing developments, the HA's will skip families on the waiting list as outlined in Section XI 3 D, of the Tenant Selection and Assignment Plan, which is contained in the ACOP.
  - ☒ Implement public housing security improvements: Staff of the HA works with the City of Gadsden Police Department to ensure adequate police coverage.

The HA contracts with the City of Gadsden for the services of eight police officers to work exclusively with the public housing residents in all seven of the HA's public housing communities. Funds from the Public Housing Drug Elimination Program (PHDEP) pays for the officers and the HA's anti-crime program and the HA plans to continue this program and apply for PHDEP funds for the Federal Fiscal Year ending September 30, 2000. The HA has also implemented the stricter screening and eviction provisions to comply with the federal requirements of the "One-Strike and You're Out" rule. The implementation of stricter screening policies keep criminals out of public housing and the swift eviction of residents involved with criminal activity helps keep criminal activity at a minimum.

- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities) The HA has a total of 1042 units of public housing and 37 units are designated for persons with disabilities and fully accessible. The designated units comply with the requirements of the American with Disabilities Act (ADA). All of the community buildings and public offices managed by the HA, comply with ADA accessibility requirements. Also, it is the policy and practice of the HA to make reasonable accommodations for any individual with a disability, as outlined in Section XV of the Dwelling Lease.
- ☐ Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - ☒ Increase the number and percentage of employed persons in assisted families: Currently there are 339 (306 public housing & 33 Section 8) individuals employed that are assisted families, which includes public housing and Section 8 program families. It is the goal of the HA to increase the number of employed individuals by 2 per year over the next five years; therefore, increasing the total employed by 10 as of June 30, 2005.
  - ☒ Provide or attract supportive services to improve assistance recipients' employability: The HA is providing on the job training for residents in the area of maintenance. Residents are hired as temporary laborers and trained in different areas of maintenance and when a vacancy occurs they are qualified to apply for the vacant position. Since January 1, 1992, the HA has hired 25 individuals and of that total 9 have been residents, which is 36% of the total hired. It is the goal of the HA to hire residents for 25% of the vacancies within the HA. Based on expected turnover and anticipated retirements, the HA

anticipates four vacancies by June 30, 2005, and we plan to fill a minimum of one of these vacancies with a resident. Also, the Executive Director of the HA serves on the Jobs Task Force at the Department of Human Resources (DHR) and this task force works with DHR staff and with residents receiving TANF payments to prepare them for future employment.

- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities. The HA works with the Council on Aging and the Home Extension service to provide programs to increase independence living for the elderly and disabled and it is the goal of the HA to have a minimum of twelve activities/programs per year for the elderly and disabled.
- ☐ Other: (list below)

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: The HA promotes fair housing for all applicants and residents. We will not tolerate any type of discrimination because of a persons race, color, religion, sex or national origin. The HA works with local leaders from the National Association for the Advancement of Colored People (NAACP) to promote economic opportunities and affirmative action for low and very-low income families. To demonstrate the HA's commitment to equal opportunity and affirmative action, the HA leases a unit to the NAACP for their main office in Gadsden. The unit has been removed from occupancy and the NAACP is not charged rent because the programs they provide directly benefits public housing residents.
  - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: The HA will follow its admissions policies to insure that all applicants are housed on a non discriminatory basis in the public housing developments administered by the HA. One hundred percent of the Public Housing units administer by the HA meets and/or exceeds housing quality standards established by HUD. Also, all Section 8 units approved by the HA are inspected and must meet Housing Quality Standards and these units are livable and suitable for all individuals.
  - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: It is the policy and practice of the HA to accommodate all individuals with disabilities and within reasonable cost limitations make units accessible as needed.
  - ☐ Other: (list below)



**Other PHA Goals and Objectives: (list below)**

The HA believes that accomplishment of the goals established above will ensure that the HA is administering housing assistance programs that will benefit all low-income citizens by providing quality housing and opportunities for economic self-sufficiency.

# **Annual PHA Plan PHA Fiscal Year 2000**

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

### **Streamlined Plan:**

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Annual Plan which is attached hereto was developed by the Greater Gadsden Housing Authority, hereinafter referred to as the HA in this document and accompanying Plan, in accordance with the Rules and Regulations promulgated by HUD.

The goals and objectives of this HA are contained in the Five-Year Plan and the Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan. These were written to comply with HUD guidelines, rules, regulations, and Federal Law. The basic goals and objectives are:

1. Increase the availability of decent, safe and affordable housing in the operating jurisdiction of the HA.
2. The HA will ensure equal opportunity in housing for all Americans.
3. The HA will promote self-sufficiency and asset development of families and individuals.
4. The HA will take steps to help improve community quality of life and economic vitality.

The HA does not plan to have any deviations from the Five-Year Plan.

This Plan was written after consultation with necessary parties and entities as provided in the guidelines issued by HUD. All necessary accompanying documents are attached to the document, or are available upon request.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

<b>Table of Contents</b>	<b>Page #</b>
<b>Annual Plan (Standard Plan)</b>	<b>1</b>
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	6
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	22
5. Operations and Management Policies	26
6. Grievance Procedures	27
7. Capital Improvement Needs	28
8. Demolition and Disposition	30
9. Designation of Housing	31
10. Conversions of Public Housing	32
11. Homeownership	34
12. Community Service Programs	36
13. Crime and Safety	38
14. Pets (Inactive for July 1st PHAs, final regs have not been published)	40
15. Civil Rights Certifications (included with PHA Plan Certifications)	40
16. Audit	40
17. Asset Management	41
18. Other Information	41

### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration: The admissions policy for deconcentration for Public Housing is contained in HA's Admissions and Continued Occupancy Policy (ACOP) as follows: Section XI 3 D of the ACOP, which is the Tenant Selection and Assignment Plan, states that "Provided, however, the provisions of the deconcentration rule, contained within this policy, shall supercede the selection of

applicants based on the date and time and local preference, if applicable, and allow the HA to skip families on the waiting list to accomplish this goal.” The Deconcentration Policy of the HA for Public Housing is contained in Section XXVI of the ACOP, and reads as follows:

**Deconcentration Rule for Public Housing:**

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority=s computer system.

2. Actions: To accomplish deconcentration goals, the housing authority will take the following actions:

A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

B. To accomplish the goals of:

(1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and

(2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income. The housing authority=s Tenant Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

The admissions policy for deconcentration for the Section 8 Program is contained in the Section 8 Administrative Plan as follows: Section XII 3 B of the Section 8 Administrative

Plan, which is the Section 8 Applicant Selection Process, states that, “Provided, however, the provisions of the deconcentration rule, contained within this policy, shall supercede the selection of applicants based on the date and time and local preference, if applicable, and allow the HA to skip families on the waiting list to accomplish this goal.” The Deconcentration Policy of the HA for Section 8 is contained in Section XXXIV of the Section 8 Administrative Plan and reads as follows:

**Deconcentration Rule Section 8:**

The objective of the deconcentration rule for section 8 tenant-based assistance is to admit no less than 75% of its new admissions to the program to families that have income at or below 30% of the area median income. The HA will track the status of all new admissions monthly by utilizing income reports generated by the HA=s computer system. The goal will be tracked monthly and if the HA is not reaching its goal, families will be skipped on the waiting list to admit a family that has income that is at or below 30% of area median income. The practice will continue until the HA achieves its goal. The HA=s Section 8 applicant selection process, which is contained in the Section 8 Administrative plan provides for the skipping of families on the waiting list to accomplish this goal.

☒ FY 2000 Capital Fund Program Annual Statement: The Capital Fund Program Annual Statement is attached. See Attachment No. AL04901a01.

☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **Not applicable**

Optional Attachments:

☒ PHA Management Organizational Chart – Ref: Attachment No. AL049b01.

☒ FY 2000 Capital Fund Program 5 Year Action Plan: The 5 year action plan is attached to this document as attachment No. AL049c01.

☒ Public Housing Drug Elimination Program (PHDEP) Plan – The HA’s application for PHDEP funds is attached to this document as attachment No. AL049d01.

☒ Comments of Resident Advisory Board or Boards: See Attachment No. AL049e01 for all Resident Advisory Board or any other resident comments.

☐ Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	and Related Regulations	
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	eradication of pest infestation (including cockroach infestation)	
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan- See Section XI	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
None	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	680	236	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	170	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	115	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	126	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	189	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – white	638	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Black	241	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – Hispanic	83	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – other	3	N/A	N/A	N/A	N/A	N/A	N/A

Note: The survey conducted by the H/A also asked if a barrier of assisted housing was "Meeting the Eligibility Requirements" and two agencies indicate that 125 families fall into this category. Also, one agency indicated that there was a need for additional low cost housing.



What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 1999 City of Gadsden Plan
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information) The HA staff conducted a Market Study of assisted housing developments within the operational area of the Greater Gadsden Housing Authority.

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing- Two waiting list combined for this report		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families – 1,154 total units	Annual Turnover
Waiting list total	57	5%	437
Extremely low income <=30% AMI	36	3%	
Very low income (>30% but <=50% AMI)	21	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	33	3%	

Housing Needs of Families on the Waiting List			
Elderly families	1	.0008%	
Families with Disabilities	11	.009%	
Race/ethnicity	33	2.3%	White
Race/ethnicity	24	2.1%	Black
Race/ethnicity	N/A		
Race/ethnicity	N/A		
Characteristics by Bedroom Size (Public Housing Only)		1,042	
1BR	7	.007%	
2 BR	7	.007%	
3 BR	1	.0009%	
4 BR	1	.0009%	
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units

- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$ 1,528,270	Day to Day Operations
b) Public Housing Capital Fund	\$ 1,885,326	Physical Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 822,762	Tenant Based Assistance

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 229,178	Anti-Crime Programs
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant	\$0	
i) HOME	\$0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	\$0	
<b>3. Public Housing Dwelling Rental Income</b>	\$ 1,474,808	Day to Day Operations
<b>4. Other income (list below)</b>	\$ 192,720*	Day to Day Operations
\$82,100 Excess Utilities, \$82,520 Interest & \$28,100 Sales/Services to		
Tenants = \$192,720		
<b>5. Non-federal sources (list below)</b>	\$0	
<b>Total resources</b>	\$ 6,133,084	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)  
☐ When families are within a certain time of being offered a unit: (state time)  
☒ Other: At the time the application is filed.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity  
☒ Rental history  
☒ Housekeeping  
☒ Other (describe) Declaration of Citizenship, Owes Monies to any other Federally subsidized housing program, Subject to lifetime registration requirement under state sex offender registration and/or Committed acts which constitute fraud during the application process. For additional information on non-income screening factors used by the HA, reference Section X, Grounds for Denial of Admissions of the Admissions and Continued Occupancy Policy.

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list  
☐ Sub-jurisdictional lists  
☐ Site-based waiting lists  
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office – 422 Chestnut Street  
☐ PHA development site management office  
☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☒ One
  - ☐ Two
  - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:
- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies
  - ☐ Overhoused
  - ☒ Underhoused



- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other:

c. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

#### **(6) Deconcentration and Income Mixing**

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists  
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☒ Other (list policies and developments targeted below) The HA adopted changes to its admissions policies to keep from having a problem with income concentration of lower and/or higher income families. Currently, there are no developments managed by the HA that have a concentration of lower income families that exceed 40% of the total population of the development or a concentration of higher income families that exceed 60% of the total population of the development. The HA plans to monitor the status of income levels monthly and if needed families with higher incomes will be skipped on the waiting list to achieve and/or exceed our deconcentration goals.

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts, the Northside Homes percentage can be reduced by renting to low-income families.

☒ List (any applicable) developments below: Northside Homes

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

☒ Criminal or drug-related activity only to the extent required by law or regulation

☐ Criminal and drug-related activity, more extensively than required by law or regulation

☐ More general screening than criminal and drug-related activity (list factors below)

☒ Other: Declaration of Citizenship, Owes Monies to any other Federally subsidized housing program, Subject to lifetime registration requirement under state sex offender registration and/or Committed acts which constitute fraud during the application process. For additional information on screening factors used by the HA, reference Section X, Grounds for Denial or Termination of Assistance of the Section 8 Administrative Plan.

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☒ Criminal or drug-related activity: Drug-trafficking by family members  
☒ Other (describe below) If known by the HA, the tenancy history of family members  
(See Section XV of the Section 8 Administrative Plan).

## **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office – 422 Chestnut Street  
☐ Other (list below)

## **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: Yes when request for extensions are received prior to the expiration date and the reason for the extension is justified. For example, disabled person (See Section XIII of the Section 8 Administrative Plan).

## **(4) Admissions Preferences**

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families

- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public? Note: This only apply to the HA , if the HA was awarded an allocation of special-purpose Section 8 Vouchers. At this time the HA does not administer an special purpose Section 8 Vouchers

- ☒ Through published notices
- ☒ Other (list below) Posting in main office

#### **4. PHA Rent Determination Policies**

## A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

#### a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

#### b. Minimum Rent

##### 1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below: The HA adopted a revised dwelling lease on April 27,1999, and this lease outlines the policy of the HA as it relates to minimum rent hardship exemptions.

#### c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: The HA has adopted ceiling rents in lieu of flat rents and



when the Head of Household selects the ceiling rent the amount charged is based on the established ceiling rent and not 30% of adjusted income. The approved ceiling rents for all developments are as follows: 1 Br \$221, 2 Br \$256, 3 Br \$313, 4 Br \$361 and 5 Br \$412.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member (Ref. Section IV 25 – Income Exclusions of the ACOP)

☒ For increases in earned income (Ref. Section IV 25- Income Exclusions of the ACOP)

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☒ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

☐ For specified general occupancy developments

☐ For certain parts of developments; e.g., the high-rise portion

☐ For certain size units; e.g., larger bedroom sizes

☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☒ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase (Ref. Section III D of the Dwelling Lease)
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☒ Other (list below) Decrease in income

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below) The HA had established ceiling rents and as permitted in the Federal Regulations dated April 30, 1999, the HA has elected to retain its ceiling rents for three years instead of developing flat rents.

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-**

based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply) Not Applicable

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

### **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

- b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below) The HA adopted a revised Section 8 Administrative Plan on April 27, 1999, and this document outlines the policy of the HA as it relates to minimum rent hardship exemptions.

## **5. Operations and Management**

[24 CFR Part 903.79 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. See Attachment No. AL049b01  
☐ A brief description of the management structure and organization of the PHA follows

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1042	432
Section 8 Vouchers	112	5
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	1042	432

Other Federal Programs(list individually)	None	

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)

Ref. Public Housing Maintenance Manual

Ref. Public Housing Management Manual

- (2) Section 8 Management: (list below)

Ref. Public Housing Management Manual

Note: The Manual's listed above are filed with the "List of Supporting Documents Available for Review"

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below: The HA has defined promptly to mean within five business days from the date of mailing (Ref. Section II G of the Grievance Procedure).

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office – Applicants for public housing are entitled to an informal hearing and the initial contact is the Occupancy Specialist, which is located in the main administrative office of the HA.

- ☒ PHA development management offices – The Housing Manager within each development is the initial contact for initiating the grievance process for Residents
- ☐ Other (list below)

## **B. Section 8 Tenant-Based Assistance**

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below: The HA specified the number of days an applicant has to request an Informal Review and the number of days a participant has to request an Informal Hearing (Ref. Sections 1 and 2B of the Section 8 Applicant Informal Review and Participant Informal Hearing Procedure).

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☒ PHA main administrative office – The Section 8 Coordinator is the initial contact for all Section 8 applicants and participants.
- ☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (See Attachment No. AL049a01)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

## **(2) 5-Year Action Plan**

Agencies are required to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing the – 5 Year Action Plan for the Capital Fund?

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (See Attachment No. AL049c01)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below: Myrtlewood Homes

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below: If the HOPE VI application is approved for Myrtlewood Homes, the HA will apply for tax credits to assist in building single family homeownership homes as outlined in the HOPE VI application.

☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below: If the HOPE VI funding is approved for Myrtlewood Homes, the HA plans on constructing 46 single family homes for a homeownership program. Residents of Public Housing will be given first priority for homeownership opportunities.

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description: To help assure the useful life of the Myrtlewood Homes community the HA plans to demolish 40 units to decrease the density and permit better living environment.

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Myrtlewood Homes



1b. Development (project) number: AL09P049004
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(03/13/00)</u>
5. Number of units affected: 40
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: June 2001 b. Projected end date of activity: December 2001

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.) On August 18, 1995 the U. S. Department of Housing and Urban Development approved the HA’s request to change the occupancy type of the one and two bedroom units in Campbell Court and Starnes Park from family to a mixed-population for the elderly and disabled.

### 2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Campbell Court & Starnes Park 1b. Development (project) number: AL09P049005 for Campbell Court & AL09P049006 for Starnes Park
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (08/18/95)
5. If approved, will this designation constitute a (select one) N/A, this designation was approved in 1995 <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 112 units in Campbell Court and 74 units in Starnes Park 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to

component 11.) Skipping to component 11 because the answer is NO!

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Myrtlewood Homes
1b. Development (project) number: AL09P049004
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) – Incorporated in HOPE VI application <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application – The HA will apply for HOPE VI funding when HUD issues

the Notice of Funding Availability (NOFA) and incorporate the homeownership activity within the HOPE VI application.
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (05/18/2000 is the deadline date for the HOPE VI application)
5. Number of units affected: 46
6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development, if the HA's application is approved the HA plans to replace 46 units of public housing with single family homes. The HOPE VI application calls for the demolition of 40 units and converting 18 units into 12 units. If the HOPE VI application is approved there will be 100 units remaining in Myrtlewood. <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## 12. PHA Community Service and Self-sufficiency Programs

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 06/30/1999

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals  
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)  
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families  
☐ Jointly administer programs  
☐ Partner to administer a HUD Welfare-to-Work voucher program  
☐ Joint administration of other demonstration program  
☒ Other (describe) The Executive Director has served on the Jobs Task Force with the Department of Human Resources since 1992 and actively participates in welfare to work programs with DHR staff and Jobs Task Force members.

### B. Services and programs offered to residents and participants

#### (1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- ☒ Public housing rent determination policies  
☒ Public housing admissions policies  
☐ Section 8 admissions policies  
☐ Preference in admission to section 8 for certain public housing families  
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA  
☐ Preference/eligibility for public housing homeownership option participation  
☐ Preference/eligibility for section 8 homeownership option participation  
☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Jobs Task Force</i>	<i>57</i>	<i>TANF recipients</i>	<i>PHA main office and DHR</i>	<i>Both</i>
Resident On-the-Job Training Program	9	All public housing residents	PHA main office and maintenance office	Public Housing
Community Development Center – Neighborhood Network Enrichment Program	50	All low-income individuals	Carver Village	Both
Section 3 Training	5	All Public Housing and Section 8	Gadsden State Community College	Both

**(2) Family Self Sufficiency program/s Not applicable**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 09/30/99)
Public Housing	None Funded	
Section 8	None Funded or allocated	

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - ☒ Informing residents of new policy on admission and reexamination
  - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
  - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
  - ☐ Other: (list below)

### D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

## **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

### A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
  - ☒ Residents fearful for their safety and/or the safety of their children
  - ☒ Observed lower-level crime, vandalism and/or graffiti
  - ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
  - ☐ Other (describe below)



2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below) Colley Homes, Carver Village, Emma Sansom Homes and Myrtlewood Homes

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below) Decorative Security fencing in Campbell Court, Myrtlewood and Starnes Park and extra security lighting in all seven communities.

2. Which developments are most affected? (list below) Colley Homes, Carver Village, Emma Sansom Homes and Myrtlewood Homes

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action

- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
  - ☒ Police regularly testify in and otherwise support eviction cases
  - ☒ Police regularly meet with the PHA management and residents
  - ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
  - ☐ Other activities (list below)
2. Which developments are most affected? (list below)

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: AL049d01)

### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

As of this date, HUD has not published the final rule concerning the ownership of pets for all residents of Public Housing. Once the final rule is published in the Federal Register the HA will issue a draft pet policy for resident comment and implement the pet rule after the comment period has expired. It is anticipated that it will take approximately 60 days from the date the final rule is published until a pet policy can be adopted.

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
- 3. ☐ Yes ☒ No: Were there any findings as the result of that audit? Numbers 4 and 5 are not applicable.
- 4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?

5. ☐ Yes ☐ No: If yes, how many unresolved findings remain? \_\_\_\_  
Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☒ Not applicable
  - ☐ Private management
  - ☐ Development-based accounting
  - ☐ Comprehensive stock assessment
  - ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☒ Attached at Attachment (File name) AL049e01
  - ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
  - ☒ The PHA changed portions of the PHA Plan in response to comments

List changes below:

☒ Other: (list below) The HA held a total of 18 meetings to obtain resident input and input from the general public. The comments and responses to comments are contained in attachment AL049e01.

## **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

The Executive Director and the Board Chairperson from the HA met with Mayor Steve Means and informed him of the federal requirement of appointing a resident to the Board of Commissioners. Mayor Means indicated that he would appoint a resident to the Board at his next appointment. The next appointment is due in April of 2000 and as of April 13, 2000, the Mayor has not made a new appointment to Board.

3. Description of Resident Election Process – **This section is Not Applicable, Board Members for the HA are appointed by the Mayor of the City of Gadsden based on Alabama State Law.**

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Gadsden – The City of Gadsden is an entitlement city and the HA’s annual and five-year plan has been developed to ensure consistency with the City of Gadsden’s Plan.

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

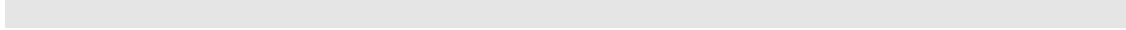
- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below) The City of Gadsden’s consolidated plan states that the “main priority of the City of Gadsden is affordable housing.” The HA works closely with the City of Gadsden and we have an adequate stock of assisted housing to ensure that all low and very low income families can live in affordable housing. The City’s plan also states that the greatest barrier to affordable housing is the lack of private developers willing to invest in the affordable housing market. The HA’s plan includes plans to develop 46 single family homes for first time homeownership. The HA’s ability to build the homes will be contingent on the HA’s application for HOPE VI funding. In summary, the HA’s plan provides affordable rental housing and if our HOPE VI application is approved, we will develop affordable first time homeownership homes within the affordable housing market.

☐ Other: (list below) **Note: there was no number 3 provided in the HUD template. This section goes from no. 2 to no. 4**

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The City of Gadsden’s consolidated plan supports the HA’s plan and states that the HA’s inventory of units meet or exceed HUD’s minimum housing quality standards and re in compliance with Section 504 requirements for handicap accessibility.

### D. Other Information Required by HUD – HUD approved Conversion os Unit to Non-Dwelling Space and Removal of Units from Occupancy (See attachment AL049f01).

Use this section to provide any additional information requested by HUD.



# PHA Plan

## Table Library

Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and III  
Part I: Summary

Annual Statement  
Capital Fund Program (CFP)

Capital Fund Grant Number AL09P049709  
Original Annual Statement FYE 6-30-2001

FFY of Grant Approval: 7-1-2000

X

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$44,216.00
3	1408 Management Improvements	\$10,000.00
4	1410 Administration	\$172,323.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$84,760.00
8	1440 Site Acquisition	
9	1450 Site Improvements	\$247,533.00
10	1460 Dwelling Structures	\$1,181,925.00
11	1465.1 Dwelling Equipment-Non-expendable	
12	1470 Non-dwelling Structures	
13	1475 Non-dwelling Equipment	\$88,113.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	\$56,456.00
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,885,326.00</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

# Annual Statement

## Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA Wide operations	Purchase two vehicles for Executive Director and Director of Technical Services	1406	\$ 44,216.00
PHA Wide Mgt Imp		1408	\$ 10,000.00
PHA Wide Adm.	Training for Section 3 Resident	1410	\$ 19,041.00
	A) Executive Director	1410	\$ 32,108.00
	B) Director of Technical Services	1410	\$ 51,529.00
	C) Mod Coordinator	1410	\$ 24,969.00
	D) Mod Clerk	1410	\$ 44,676.00
	E) Fringes @ 35%		\$
Fees & Cost AL 49-3		1430	172,323.00
Emma Sansom Homes	A) A & E	1430	\$ 81,760.00
	B) Environmental Assessment		\$ 3,000.00
Site Imp. AL 49-3		1450	\$ 84,760.00
Emma Sansom Homes	Up grade electrical distribution system	1450	\$ 56,105.00
220 units	A) Replace 26 power poles	1450	\$ 45,319.00
	B) Replace service drops 52 buildings	1450	\$ 53,900.00
	C) Replace 5,175 LF primary cable	1450	\$ 81,585.00
	D) Replace 18 transformers	1450	\$ 10,644.00
	Repair/replace defective concrete sidewalks & porches at \$5.50 Per Sq Ft		\$ 247,553.00
AL 49-3	Phase # 1 Completely modernize 50 units/make 1 unit fully accessible for persons with disabilities	1460	\$ 18,000.00
Emma Sansom Homes	A) Demolition (remove old tubs, cabinets, space heaters, water heaters, & pipe)	1460	\$ 192,678.00
Dwelling Structure	B) Modernize Kitchens, install cabinets, tops, sinks, faucets, stops, waste line	1460	\$ 196,677.00
	C) Modernize baths, install new tubs, lavatories, faucets, showers, commodes, Medicine cabinets & wall board	1460	\$ 39,500.00
	D) Install closet doors	1460	\$ 75,102.00
	E) Replace paneling & trim L/R, D/R and Kitchen	1460	\$ 73,898.00
	F) Replace light fixtures, GFTs, switch plates, plugs, vent fans	1460	\$ 331,150.00
	G) Install new LP box, wiring and wire mold, HVAC heat pump system 220V outlet,	1460	\$ 19,714.00
	enclosure for unit, doors & locks, replace wiring, install new meter bases	1460	\$ 45,820.00
	H) Install 1"x4" curtain brackets at all windows	1460	\$ 90,286.00
	I) Re-work stair treads & risers	1460	\$ 19,600.00
	J) Replace floor tile and cove base	1460	\$ 13,000.00
	K) Install 220 V outlet and vent through wall for dryer	1460	\$ 66,500.00
PHA Wide	L) Replace gas fired water heaters	1475	\$ 1,181,925.00
Non-dwelling	M) Paint (2 coats) all ceilings, halls, closets, bedrooms, baths, door & trim	1475	\$ 22,590.00
Equipment		1475	\$ 16,322.00
	A) Up grade computer and communication system to facilitate all operations	1475	\$ 20,500.00
	B) Sewer Machine & Attachments	1475	\$ 20,500.00
	C) Pick up truck for Mod Coordinator	1475	\$ 8,201.00
	D) Pick up truck for Maintenance Department	1475	\$
AL 49-3	E) Purchase concrete grinding machine for grounds crew for sidewalk work	1495.1	\$ 88,113.00
Relocation cost			\$ 56,456.00
Emma Sansom Homes	A) Moving residents 2 ways (100 moves and transferring phones and cable)		\$ 1,885,326.00
	Total estimated cost FFY 2000 (CFP) Annual Statement		



**Table Library**  
**Page 2 of 3**

**Annual Statement**

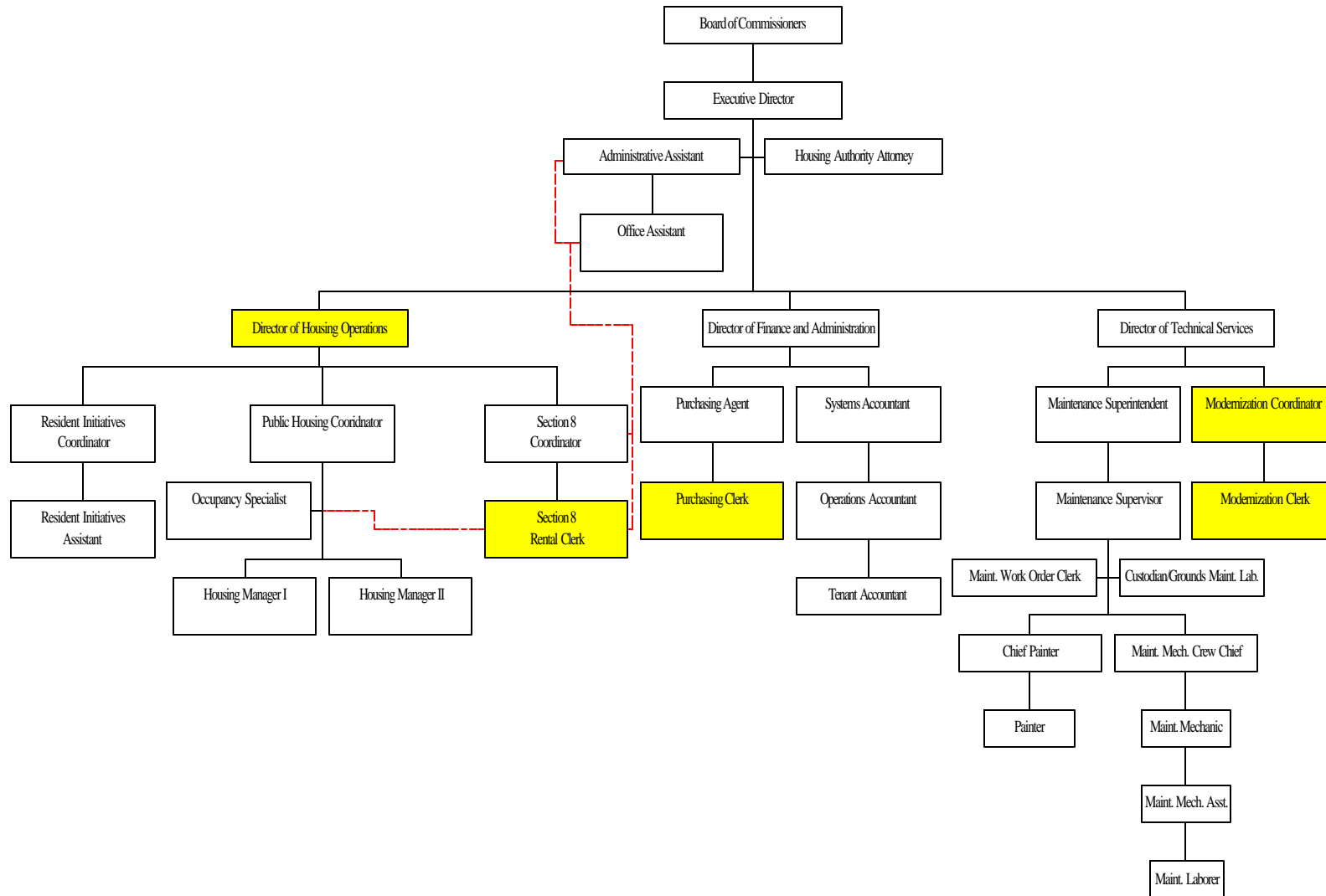
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
1406 PHA Wide	9-30-2001	9-30-2002
1408 PHA Wide	9-30-2002	9-30-2003
1410 PHA Wide	9-30-2002	9-30-2003
1430 AL 49-3 Emma Sansom Homes	9-30-2002	9-30-2003
1450 AL 49-3 Emma Sansom Homes	9-30-2002	9-30-2003
1460 AL 49-3 Emma Sansom Homes	9-30-2002	9-30-2003
1475 PHA Wide	9-30-2002	9-30-2003
1495.1 AL 49-3 Emma Sansom Homes	9-30-2002	9-30-2003



# Greater Gadsden Housing Authority

## Organizational Chart



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### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0
Description of Needed Physical Improvements or Management Improvements (Adm. Cost - A&E Cost - Non-dwelling equipment, Relocation cost)			Estimated Cost
FFY 2001 - year 2 of 5 year (CFP) Phase # 2			2002
1408 -Mgt. Imp. PHA wide A) Provide training for Section 3 Residents B) Energy Audit			
1410 - Admin. PHA wide A) Executive Director B) Director of Technical Services C) Mod Coordinator D) Mod Clerk E) Fringes			
1430 - Fees & Costs - AL 49-3 Emma Sansom Homes A) A & E fees B) Environmental Assessment			
1450 - Site improvements - AL 49-3 Emma Sansom Homes A) repair/replace damaged sidewalks			
1460 - Dwelling Structures - AL 49-3 Emma Sansom Homes Phase # 2 Completely modernize 59 units. Make 3 units fully assessable for persons with disabilities A) demolition B) modernize kitchens C) modernize baths D) install doors E) replace paneling & trim F) replace light fixtures, GFI, switch plates, plugs & vent fans G) install curtain brackets H) replace tile and base I) paint interior and exterior J) replace water heaters K) install HVAC systems L) install drier vents through wall M) replace LP box - meter base & completely re-wire unit			

	<b>\$1,466,743.00</b>	

### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>Optional 5-Year Action Plan Tables</b>			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA fiscal Year)
1475 – Non-dwelling equipment – PHA wide			2002
A) up grade computers		\$ 8,000.00	
B) mower for grounds crew		\$ 16,000.00	
C) dump truck for grounds crew		\$ 27,500.00	
D) pick up truck for maintenance dept.		\$ 20,000.00	
		<b>\$ 71,500.00</b>	
1495.1 – AL 49-3 Emma Sansom Homes			
Relocation cost		<b>\$ 59,000.00</b>	

Total estimated cost	Year 2	\$1,885,326.00

### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0
Description of Needed Physical Improvements or Management Improvements (Adm. Cost, A&E Cost - Non-dwelling Equipt. & Relocation Cost)		Estimated Cost	Planned Start Date (HA fiscal Year)
FFY 2002 - Year 3 of 5 years Plan Phase # 3			2003
1408 PHA Wide			
A) Training for Section 3 Residents		\$10,000.00	
1410 PHA Wide - Admin.			
A) Executive Director		\$19,041.00	
B) Director of Technical Services		\$32,108.00	
C) Mod Coordinator		\$51,529.00	
D) Mod Clerk		\$24,969.00	
E) Fringes @ 35%		\$44,676.00	
		\$172,323.00	
1430 Fees and Costs AL 49-3, Emma Sansom Homes			
A) A&E Fee		\$81,750.00	
B) Environmental Study		\$ 3,000.00	
		\$84,760.00	
1450 Site Imp. AL 49-3 Emma Sansom Homes			
A) repair/replace concrete walks		\$20,010.00	
1460 - Dwelling Structures AL 49-3, Emma Sansom Homes			
Completely modernize 60 units. Make 3 units fully assessable for persons with disabilities.			
A) Demolition		\$ 22,240.00	
B) Modernize Kitchens		\$200,700.00	
C) Modernize baths		\$195,260.00	
D) Install doors		\$ 44,250.00	
E) Replace paneling and trim		\$118,355.00	
F) Replace light fixtures, GFI=s, switches, plates, plugs and vent fans		\$ 88,500.00	
		\$ 23,600.00	

G) Install 1 X 4 curtain brackets H) replace floor tile and base I) paint interiors and exteriors J) replace water heaters K) install HVAC systems L) install dryer vent through walls M) replace LP box , meter bases and completely re-wire units.	\$106,200.00 \$ 66,700.00 \$ 14,750.00 \$450,910.00 \$ 24,485.00 \$138,219.00 <b>\$1,494,243.00</b>	

Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA fiscal Year)
1475 - Non-dwelling Equipment PHA Wide A) up grade computers B) lawn mower for grounds crew C) pick up truck for maintenance  1495.1 - Relocation Cost - AL 49-3, Emma Sansom Homes	\$ 7,990.00 \$16,000.00 \$20,000.00 <b>\$43,900.00</b>  <b>\$60,000.00</b>	2003

Total estimated cost	Year 3	\$1,885,326.00

#### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0
Description of Needed Physical Improvements or Management Improvements (operation, adm., A&E cost - non -dwelling equip & relocation Cost)		Estimated Cost	Planned Start Date (HA fiscal Year)
CFP Year 4 of 5 year Plan FFY 2003 Phase # 4 1406 - Operations PHA Wide  1408 - Mgt. Imp. PHA Wide A) Police Patrols B) Training for Section 3 Residents  1410 - Admin. - PHA Wide A) Executive Director B) Director of Technical Services C) Mod Coordinator D) Mod Clerk E) Fringes @ 35%		\$ 89,075.00   \$115,000.00 \$ 10,000.00 <b>\$125,000.00</b>   \$ 19,041.00 \$ 32,108.00 \$ 51,529.00 \$ 24,969.00 \$ 44,676.00 <b>\$172,323.00</b>	2004



1430 - Fees & Costs AL 49-3 Emma Sansom Homes A) A&E Cost B) Environmental Assessment	\$ 81,760.00 \$ 3,000.00 <b>\$84,760.00</b>	
1460 - Dwelling structures AL 49-3 Emma Sansom Homes Completely modernize 51 units, make 2 units fully accessible for persons with disabilities A) demolition B) modernize kitchens C) modernize baths D) replace doors E) install 1 X 4 curtain brackets F) replace wall paneling & trim G) replace floor tile and base H) rework stair risers and treads I) paint interiors and exteriors J) replace water heaters K) install new HVAC systems L) replace electrical fixtures, switches, plates, plugs and vent fans M) install vent through wall for dryer N) replace LP box meter base and completely re-wire units O) clean and seal brick (52 buildings)	\$ 18,360.00 \$168,300.00 \$160,140.00 \$ 38,250.00 \$ 20,400.00 \$102,000.00 \$ 91,800.00 \$ 35,700.00 \$ 66,300.00 \$ 12,700.00 \$357,000.00 \$ 76,550.00 \$ 21,165.00 \$ 96,288.00 \$ 53,215.00 <b>\$1,318,168.00</b>	

Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0
Description of Needed Physical Improvements or Management Improvements (Adm. Cost - A&E Cost - Non-dwelling equipment, Relocation cost)		Estimated Cost	Planned Start Date (HA) Fiscal Year
1475 - Non-dwelling Equipment PHA Wide A) upgrade computer system B) lawn mower for grounds crew C) pick up truck for Maintenance		\$ 9,000.00 \$16,000.00 \$20,000.00 <b>\$45,000.00</b>	2004
1495.1 - 49-3 Emma Sansom Homes - Re-location Cost		<b>\$51,000.00</b>	

Total Estimated cost Year 4	\$1,885,326.00	

**Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>Optional 5-Year Action Plan Tables</b>			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-1	Colley Homes	36	16%
Description of Needed Physical Improvements or Management Improvements (operation cost, adm. cost, A&E cost and non-dwelling equipment cost)		Estimated Cost	Planned Start Date (HA fiscal Year)
CFP Year 5 of 5 year plan FFY 2004			
1406 - Operations PHA Wide		<b>\$26,385.00</b>	<b>2005</b>
1408 - Mgt. Improvements PHA Wide		<b>\$10,000.00</b>	

A) training for section 3 residents		
1410- Adm. PHA Wide	\$19,041.00	
A) Executive Director	\$32,108.00	
B) Director of Technical Services	\$51,529.00	
C) Mod Coordinator	\$24,969.00	
D) Mod Clerk	\$44,676.00	
E) Fringes @ 35 %	<b>\$172,323.00</b>	
1430 - Fees & Costs PHA Wide	\$ 81,760.00	
A) A&E fees	\$ 3,000.00	
B) Environmental study	<b>\$84,760.00</b>	
1450 - Site improvements	\$ 68,000.00	
A) replace sidewalks @ 5.50 Per Sq Ft.	\$ 69,503.00	
B) pave alleys, bays & stripe parking spaces	\$ 13,050.00	
C) landscaping	<b>\$150,533.00</b>	
1460 - Dwelling structures	\$119,172.00	
A) install metal soffit system (48 buildings)	\$ 39,200.00	
B) replace 100 entrance doors - weather stripping and paint	\$ 49,000.00	
C) clean & seal brick	\$ 36,015.00	
D) paint exteriors	<b>\$243,387.00</b>	
1475 - Non-dwelling Equipment	\$ 7,000.00	
A) up grade computers	\$ 16,000.00	
B) large mower for grounds crew (with attachments)	\$ 20,500.00	
C) pick up truck for Maintenance Dept.	<b>\$43,500.00</b>	

Year 5 Page 1 of 7

### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-2	Carver Village	5	3%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA fiscal Year)

1450 - Site improvements A) remove and pour new side walks B) pave alleys, bays & stripe parking spaces	\$63,112.00 \$68,191.00 <b>\$131,303.00</b>	2005
1470 - Non-dwelling structures Office Building A) paint interior walls, doors and trim B) paint exterior walls, doors, trim and fencing Maintenance Facility A) paint interior walls, doors and trim B) paint exterior walls, doors and trim C) re-roof shop buildings	  \$ 2,150.00 \$ 2,675.00 \$ 2,250.00 \$ 3,499.00 \$ 15,041.00 <b>\$ 25,615.00</b>	

Year 5 Page 2 of 7

#### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-3	Emma Sansom Homes	1	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA fiscal Year)
1450 - Site improvements A) pave parking alleys, bays & stripe parking spaces B) repair/replace side walks @ 5.50 PSF C) landscaping  1460 - Dwelling Structures A) Replace metal soffit system B) Clean and seal brick	\$67,213.00 \$39,050.00 \$12,926.00 <b>\$119,189.00</b>  \$158,000.00 \$ 51,000.00 <b>\$209,000.00</b>	2005

Year 5 Page 3 of 7

#### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

AL 49-4	Myrtlewood Homes	41	28%	
Description of Needed Physical Improvements or Management Improvements)			Estimated Cost	Planned Start Date (HA fiscal Year)
1450 - Site improvements A) pave South 14 <sup>th</sup> St. and alley & stripe parking spaces			\$59,054.00	2005

Year 5 Page 4 of 7

#### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

AL 49-5	Campbell Court	0	0
Description of Needed Physical Improvements or Management Improvements)		Estimated Cost	Planned Start Date (HA) Fiscal Year)
1450 - Site Improvement A) pave main street and parking bays @ \$9.00 PSY & stripe parking spaces B) repair/replace side walks at \$5.50 PSF  1460 - Dwelling structures A) paint exteriors, soffits, porches, entrance doors and fascia B) install new insulated windows and screens C) replace screen doors		\$110,450.00 \$ 26,010.00 <b>\$136,460.00</b>  \$ 56,500.00 \$203,540.00 \$ 45,250.00 <b>\$305,460.00</b>	2005

#### Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the

5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-6	Starnes Park	1	0
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1460 - Dwelling Structures A) paint exterior soffit, fascia and entrance doors B) clean and seal brick & stripe parking spaces			\$74,781.00 \$51,663.00 <b>\$126,444.00</b>
			2005



# Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL 49-8	Northside Homes	0	0
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
1450 - Site improvements A) pave parking lots & stripe parking spaces B) repair/replace walks			\$32,083.00 \$10,000.00 \$42,083.00
			2005

Total estimated cost for Year 5	\$1,885,326.00	

# Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

## Section 1: General Information/History

- A. Amount of PHDEP Grant \$227,920 (1,036 units x 220 per unit)
- B. Eligibility type (Indicate with an “x”) N1\_\_\_\_\_ N2\_\_\_\_\_ R X
- C. FFY in which funding is requested 2000
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The PHDEP grant funds will be used by the GGHA in the “War on Drugs”. The GGHA and the City of Gadsden have devised a community policing program that has been in effect since January 17, 1992, and this grant will be utilized to continue the program. The program is called, Community Oriented Police (C.O.P) program. The COP program is a National Award winning community policing program and has helped Gadsden’s Public Housing become, Housing of Choice not Last Resort.”

## **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Colley Homes	224	430
Carver Village	160	353
Emma Sansom	220	497
Myrtlewood	146	258
Campbell Court	150	194
Starnes Park	100	165
Northside Homes	42	88

## **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months\_\_\_\_\_ 12 Months\_\_\_\_\_ 18 Months X 24 Months\_\_\_\_\_ Other \_\_\_\_\_

## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$300,000	AL09DEP0490195	\$0	N/A	Completed 5/31/97
FY 1996	N/A, not funded				
FY 1997	\$311,100	AL09DEP0490197	\$0	N/A	Completed 6/30/99
FY1998	\$310,800	AL09DEP0490198	\$203,047	None	9/30/2000
FY 1999	\$229,178	AL09DEP0490199	\$229,178	None	6/30/2001

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The objective and strategy for addressing drug-related crime within the GGHA’s seven (7) public housing developments is through law enforcement and intervention. The primary objectives for enforcement are to eliminate the presence of gangs, open-air drug sales and to reduce the number of drug related arrests by four (4) percent during this grant period. The primary objectives for intervention is through compliance with all federal regulations pertaining to the “One-Strike and You’re Out”, requirements as they relate to admission and/or eviction from Public Housing. Keeping criminals out of public housing and evicting residents that violate the One-Strike regulations is critical to intervention and helps reduce all drug related criminal activity. Also, conducting anti-drug and gang educational programs for the purpose of educating residents is a very effective intervention method and helps keep residents away from gangs and off illegal drugs. To accomplish these objectives, the GGHA’s Board of Commissioners and staff have partnered with the Mayor and Chief of Police from the City of Gadsden, all elected Officials, Community Leaders, Non-Profit Agencies, Resident Leaders, Residents and the local media to implement the GGHA’s anti-crime programs and “Win the War on Drugs”. Each of the partners play an important role in implementing the GGHA’s comprehensive anti-crime programs. The goals for monitoring and evaluating PHDEP funded activities and non-funded activities is achieved by reviewing and tracking criminal activity reports daily, the reports are provided by the Gadsden Police Department, enforcing the One-Strike and You’re Out policies of the GGHA, providing and conducting prevention programs and making quality health care available to all public housing residents. An Advisory Board, which is composed from representatives from the GGHA staff and from the partners listed above, meets on a quarterly basis for the purpose of evaluating the progress of the GGHA’s anti-crime programs. The GGHA staff provides the Advisory Board with criminal activity reports, by development, resident survey results and any other information that may be valuable in

evaluating the anti-crime programs. This data and information is evaluated by the Advisory Board and, if applicable, changes are made to improve the anti-crime programs make them more effective and efficient. Minutes are recorded and maintained by the GGHA to document all Advisory Board meetings.

## B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$216,520
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$11,400
<b>TOTAL PHDEP FUNDING</b>	<b>\$227,920</b>

## C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$216,520		
Goal(s)	Reduce drug related criminal activity by 2 percent.						
Objectives	For the 12 month period ending 6/30/2001, reduce drug related criminal activity by 2 percent by 6/30/2002.						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Law Enforcement			7/1/2001	6/30/2002	\$216,520	\$286,656 Source – City of Gadsden	1
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ N/A - NONE		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$ N/A - NONE		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ N/A - NONE		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$ N/A - NONE		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 0		
Goal(s)	Reach 900 public housing youth the with message of staying off drugs, out of gangs and in school						
Objectives	Work with Public Housing youth between the ages 6 to 15 in anti-drug and gang programs and promote staying in school. Provide monthly anti-drug, gang and stay in school program. Target goal of 900 kids during the term of the PHDEP grant period.						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Prevention Programs	900	Public Housing Youth –ages 6 to 15	7/1/2001	6/30/2002	\$0	25,000 – source Reach Out	2
2.							
3.							

<b>9170 - Drug Intervention</b>						<b>Total PHDEP Funding: \$ 0</b>	
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Goal(s)	Provide affordable health care to all public housing resident						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Health Care- Intervention	1,985	All public housing residents -	7/1/2001	6/30/2002	0	406,690 Source-Quality of Life Health Care	3
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$11,400		
Goal(s)	Direct Cost associated with administration of the PHDEP Grant						
Objectives	PHDEP funds for Survey, training, cellular phone service, personal computer, printer and office supplies						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Administrative Cost			7/1/2001	6/30/2002	\$11,400	\$0	1
2.							
3.							

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.



Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1 – 25% expended by 9/30/2001	\$56,980	Activity 1 - 50% obligated by 9/30/2001 and 100% completed by 6/30/2002	\$113,960
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
<b>TOTAL</b>		\$		\$

**Note: If awarded this will be the Greater Gadsden Housing Authorities 8<sup>th</sup> PHDEP grant and we have always exceeded our goals and completely expended and obligated PHDEP funds within 24 months of grant award.**

Note: Activity no. 2 for Drug Prevention (9160) and activity no. 3 for Drug Intervention are funded from other sources as described above.

#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Comments of Resident Advisory Board and other Residents.

The HA staff has worked with its residents and the Resident Advisory Board during the development of the annual and five year plan. The HA has seven developments and since 1992 there have been active resident associations in each development. The president's from each resident association serves on the Resident Advisory Board. Each Resident Association meets on a monthly basis and the Advisory Board meets with the Executive Director and key staff on a quarterly basis and they review all policies related to occupancy of public housing and provide input and suggestions prior to the adoption of all policies. The Resident Association Presidents names and developments are as follows: From Colley Homes 49-1, Ms. Lovie Ivey, From Carver Village 49-2, Ms. Brenda Dunning, From Emma Sansom Homes 49-3, Ms. Regina Adkinson, From Myrtlewood Homes 49-4, Ms. Teresa Clanton, From Campbell Court 49-5, Ms. Virginia Essary, From Starnes Park 49-6, Ms. Gertrude Battle and From Northside Homes 49-8, Ms. Margaret Edwards. To solicit comments from Section 8 participants the HA mailed a notice to all Section 8 participants on Friday, February 11, 2000, which informed the participants of the annual and 5 year plan and scheduled a meeting for all participants on Monday, February 21, 2000 to review the annual and 5-year plan and solicit comments and participation from the Section 8 participants. There were four (4) Section 8 participants that attended the meeting and the Executive Director and Section 8 Coordinator explained the process of the annual and 5 year plan and how it related to Section 8 participants. After the documents and process was explained to the Section 8 participants, Ms. West asked the Executive Director to explain the difference between a Section 8 Certificate and a Section 8 Voucher. Mr. East explained the differences in detail between the programs to Ms. West and the other Section 8 participants. Ms. Green asked the Executive Director to explain the difference between the Section 8 program and Public Housing. Mr. East explained the differences in detail to Ms. Green and the other Section 8 participants. Mr. East asked if there were any additional question and there were none. Mr. East requested that a volunteer from the group serve on the Advisory Board to assist the Housing Authority with the development and ongoing implementation with the annual and 5 year plan. Mr. East explained that if more that one person wanted to serve on the Advisory Board, that the Section 8 participants present should elect a representative. Ms. Rebecca West volunteered to serve and no other Section 8 participants expressed an interest in serving on the Advisory Board. Mr. East said if there were no objections from the Section 8 participants present, Ms. West would be the Advisory Board representative from the Section 8 program. There were no objections and Ms. West was asked to serve on the Advisory Board and she agreed to serve. In concluding the meeting, the Executive Director informed the Section 8 participants that the planning and comment period would continue until April 3, 2000 and a public hearing would be held on April 4, 2000 to review the annual and 5 year plan prior to submitting the plan to HUD.

To involve all public housing residents in the annual and 5 year plan process, two meetings were held in each public housing community, for a total of 14 meetings, to solicit comments from all public housing residents. The initial meetings were held in January 2000 and the second meetings were held in March 2000. In addition to the 14 meetings held in each community, the Executive Director and key staff held two meetings with the Advisory Board. The first meeting was held on January 11, 2000 and the second meeting was held on April 4, 2000 for the purpose of obtaining their comments and suggestions. To complete the comment process and solicit input and comments from the general public the HA advertised in the Gadsden Times on February 17, 2000, that the annual and 5 year plan was available for review and the HA was soliciting comments on the plan and that a public hearing is scheduled for Tuesday, April 4, 2000 to review and comment on the annual and 5 year plan. Also, on February 16, 2000, a letter was mailed to Legal Services Corporation of Alabama requesting that they review and comment on the annual and 5 year plan. A notice was also mailed to all Section 8 participants and delivered to all public housing residents on March 29, 2000 to remind the participants of the public hearing. To ensure that the general public and all interested parties were reminded of the public hearing, ads were placed in Gadsden Times on March 29, 2000 and April 2, 2000 notifying the general public of the upcoming public hearing on Tuesday, April 4, 2000. Also, public service announcements were aired on three local radio stations advertising the Public Hearing of April 4, 2000.

Participation was very good in the 18 meeting held to discuss and review the annual and 5 year plan. A total of 234 people attended the meetings and the overall comments were positive, constructive and supportive of the HA's plan. Specific comments and the HA's response are as follows: At the Advisor Board meeting on January 11, 2000, Ms. Battles asked if the recreation building would be modernized during the five year modernization plan and Ms. Dunning asked when Carver Village would be renovated to include central heat and air. The Executive Director explained that the renovation of the seven public housing developments had to address the most critical needs of all developments and at this time Emma Sansom Homes needed modernizing because it has not been modernized since the early 1970's and this development scored the lowest on HUD's public housing assessment system (PHAS) physical inspection and the HA had to take steps to improve the physical conditions of Emma Sansom Homes. The Executive Director also explained that since Emma Sansom Homes was 220 units it would take a minimum of four years to renovate this development. Therefore, we cannot predict when central heat and air will be added in Carver Village but we may be able to add the Starnes Park community building if future bids for modernization work come in under budget and we could add the community building as a change order. At the meeting in Emma Sansom Homes on January 11, 2000, Mr. B.P. Farmer asked if a traffic light could be placed at 23<sup>rd</sup> and White Avenue. The Executive Director explained that this was a City of Gadsden Street and we would forward his request to the City Engineer. This request has been forwarded to the City Engineer and the City Engineer indicated that a traffic study would have to be conducted by the City to determine if a traffic light or stop sign can be added at this intersection. Ms. Regina

Adkinson asked what the Section 3 training was for in the annual and 5 year plan. The Executive Director explained that the HA was setting aside \$10,000 per year for educating residents at Gadsden State Community College to help improve their employability and self-sufficiency. The HA post notices each time funding is available for residents. The funding is allocated on a first come, first serve basis. To remain eligible the resident must maintain a "C" average. At the Carver Village meeting on January 12, 2000, Ms. Thornton asked if the parking bays could be lined off to help with parking problems. The Executive Director said this was not in the 5 year plan but this could be scheduled with operational funds. This maintenance item will be scheduled with operational funds during the HA's fiscal year beginning July 1, 2000. At the meeting in Carver Village on January 12, 2000, Ms. Thornton asked if the parking bays could be lined off. Mr. East informed Ms. Thornton that the HA was looking into getting that accomplished with operating funds during the budget year beginning July 1, 2000. At Colley Homes meeting on January 13, 2000, the annual and 5 year plan was explained and there were no additional recommendations made by residents in attendance. At Stranes Park meeting on January 18, 2000, the annual and 5 year plan was explained and there were no additional recommendations made by residents in attendance. At Campbell Court meeting on January 19, 2000, the annual and 5 year plan was explained and there were no additional recommendations made by residents in attendance. At the Myrtlewood Homes meeting on January 25, 2000, the annual and 5 year plan was explained and there were no additional recommendations made by residents in attendance. At the Northside Homes meeting on January 27, 2000, the annual and 5 year plan was explained and Mr. East noted that there is one outstanding request for a fence to be put up to divide Northside Homes from Coosa Bend Apartments. Ms. East explained that the HA was looking for a possible funding source to have the fence installed. The HA has to prioritize all the request we receive based on critical needs within all seven communities and Emma Sansom Homes was the next development to be modernized based on the need of that community as compared to all other developments. This concluded the meeting for January and the following are comments from the March 2000 meetings. At the Carver Village meeting on March 8, 2000, the annual and 5 year plan was explained for a second time and there were no additional recommendations made by residents in attendance. However, one resident reported that he has lived in other areas of the country and compared to other Housing Authorities in larger cities, our communities are very well kept and he feels safe. It was also noted that the HA was making repairs to side-walks that were a potential hazard. At the Colley Homes meeting on March 9, 2000, the annual and 5 year plan was explained for a second time and there was one recommendation. One resident suggested that the parking bays be lined off. Mr. East informed the resident that the HA was looking into getting that accomplished. The HA plans on using operating funds during the budget year beginning July 1, 2000 to line parking bays. At the Emma Sansom Homes meeting on March 14, 2000, the annual and 5 year plan was explained for a second time and there were no additional recommendations made by residents in attendance. At the Campbell Court meeting on March 15, 2000, the annual and 5 year plan was explained for a second time and there were questions concerning the future renovation of Campbell Court. One residents wanted to know if a larger porche and porche roof could be added.

Also, a resident wanted to know if an emergency bell cords could be installed in case someone needed help. Mr. Norman explained that these items could be discussed when the planning process for renovation Campbell Court started but the complete renovation of Campbell Court was not in the annual or five year plan. Also, one resident asked if a wheel chair ramp could be added across the street from her apartment. Mr. Norman said he would look at the area and see if that would be possible. Mr. Norman investigated the situation and reported to the resident that the area across the street was too steep for a wheel chair access and that there was a wheel chair access at the ends of each curb for access to the street across from her apartment. At the Starnes Park meeting on March 21, 2000, the annual and 5 year plan was explained for a second time and Mr. East followed up the issue of renovation the Starnes Park community building that was discussed at the January 18, 2000 meeting. Mr. East reported that bids were taken for the Colley Homes development and the bids came in lower than expected and the HA would be able to renovate the Community Building with the extra Capital Funds. No other comments were provided. At the Northside Homes meeting on March 23, 2000, the annual and 5 year plan was explained for a second time and there were no additional recommendations were made by residents in attendance. At the Myrtlewood Homes meeting on March 28, 2000, the annual and 5 year plan was explained for a second time and there was one recommendation. One resident suggested that the parking bays be lined off. Mr. East informed the resident that the HA was looking into getting that accomplished with operating funds.

The second Advisory Board meeting was held on April 4, 2000, at 12:00 noon to review the annual and 5 year plan. To demonstrate the commitment of the team process in developing and monitoring the annual and 5 year plan the Executive Director of the HA and the Advisory Board entered into a memorandum of understanding on April 4, 2000, documenting the process in the development of the plan. At the meeting, the annual and five year plan was covered in detail and no additional comments were made concerning the content of the plans.

The public hearing to discuss and review the annual and 5 year plan was held on April 4, 2000, at 4:30 pm at the Myrtlewood Community Center, 1319 Walnut Street. The annual and five year plan was covered in detail. During the question and answer period one resident said she had heard that we were planning to build a swimming pool in Emma Sansom Homes. The Executive Director responded and said there are no plans to build a swimming pool in any community. The Executive Director explained the funding process and let everyone know that we do not receive sufficient funds to keep our seven communities totally renovated and all of our funds had to be used to keep all our communities in decent, safe and sanitary condition. During the discussion of the HOPE VI application for Myrtlewood, one resident recommended that the electrical outlet above the kitchen sink be moved. The Executive Director explained the HOPE VI application process and indicated that if we were funded the units would be completely renovated and the electrical outlets could be moved during the renovation. Another resident of

Myrtlewood asked if better playground equipment would be installed at Myrtlewood. Mr. East indicated that the HOPE VI grant calls for all new playground equipment. There were no other comments related to the annual and five year plan; therefore the meeting was adjourned.

The HA plans to meet with the Advisory Board on a quarterly basis to discuss the progress being made in accomplishing to goals of the annual and 5 year plan for the HA. Also, the HA has documentation on file to document and support the 18 meetings held to solicit comments from the Advisory Board, residents and the general public.



## Greater Gadsden Housing Authority

### Section 18 - D of the Annual Plan

18. Other Information, Section D: Other Information Required by HUD: HUD has approved the following unit Conversion to Non-Dwelling Space beginning July 1, 2000 through June 30, 2003. For police sub-stations and residents for a police officer as follows:

<u>Development Name:</u>	<u>Address:</u>	<u>Purpose:</u>
Colley Homes	418-A North 6 <sup>th</sup> Street	Police Sub-station
Emma Sansom Homes	2313-D White Ave	Police Residence
Myrtlewood Homes	618 South 14 <sup>th</sup> Street	Police Sub-station

HUD has also approved that the following units be removed for Occupancy:

<u>Development Name:</u>	<u>Address:</u>	<u>Purpose:</u>
Colley Homes	406-A North 6 <sup>th</sup> Street	Resident Activities and Economic Self-Sufficiency
Colley Homes	424-B North 6 <sup>th</sup> Street	Jacksonville State Nursing Clinic
Colley Homes	310-A North 6 <sup>th</sup> Street	Youth Out-Reach Project
Colley Homes	414-A North 6 <sup>th</sup> Street	Drug Abuse Resistance Education (D.A.R.E)
Carver Village	1116-A Jacksonville Ct	Resident Activities and Economic Self-Sufficiency
Myrtlewood Homes	734 South 14 <sup>th</sup> Street	Adult Education and Economic Self-sufficiency

According to the Federal Regulation published March 29, 2000, Section 960.505 (b) states that the annual plan or supporting documents must include the number and location of units to be occupied by police officers. This attachment provides the required information and is contained in section 18 of the annual plan, page 43.